

## MINUTES OF TOWN OF PACIFIC BOARD MEETING

April 8, 2008

5:00pm

Pacific Town Hall

---

Published in the Portage Daily Register. Posted at the Pacific Town Hall, the Portage Super Stop and outside the office of the Clerk.

Meeting called to order by Chairman Devine at 5:05pm.

**Roll Call:** Chairman William G. Devine, Supervisors' Craig M. Cawley, Mahlon Kirk, Thomas S. Pinion. Supervisor Charles R. Davis arrived at 5:15pm.

Others Present: Clerk Ethel A. Smith, Attorney Doug Kammer, Pete Bartaczewicz, James McGilton, Vince Wardle, Sue Tupper, Rob Roth.

**Minutes.** Motion by Cawley/Pinion to approve the minutes of March 18, 2008 Town Board meeting after striking 'or one of the attorneys in his office' from the sentence concerning Attorney Miller. Cawley - yes, Kirk - yes, Pinion - yes. (Davis absent) Motion passed. Motion by Cawley/Kirk to amend the order of the agenda to accommodate those present. Cawley - yes, Kirk - yes, Pinion - yes. (Davis absent) Motion passed.

**Interview for Town Attorney.** Attorney Doug Kammer stated he has done work for the Town of Marcellon. He would be able to attend the monthly meetings. His normal hourly rate is \$250.00/hr. Adjustments could be made depending on work involved.

**Crane View Drainage.** Discussion on the Storm Water Easement Agreement. Rob Roth presented drawings of the drainage area. Pipe needs to be lowered. Easement area needs to be widened. Vince Wardle would like to see the pond area enlarged with lowering of the pipe. Clean out silt. Pete Bartaczewicz would like the silt removed from the pond. (To what elevation?) Easement would have to be reworded on the agreement. Rob Roth will take back to Attorney Miller for changes. Have ready by May 1 for Town board to look over before meeting.

**Pacific Ridge Subdivision Progress and Escrow Fund.** Rob has directed the Building Inspector to withhold building permits in Pacific Ridge Subdivision. He has been in contact with Dan Heffron through email. Mr. Heffron stated #1. I agree to pay within five days of receipt any bonafide expenses of the Town of Pacific for the Pacific Ridge Subdivision. #2. The pedestrian bridges will be installed by June 1, 2008. #3 We will resolve the culvert and RCP pipe grate issues with MSA and provide you a timeline for construction by May 12, 2008. Clerk Smith sent to Mr. Heffron, copies of bills for reimbursement through the escrow account. Because they were not sent by Certified Mail with Return Receipt, Clerk Smith was directed to send them again.

**Building Permits Issued.** None to review.

**Road Work.** Supervisor Cawley reported the County brushed West Bush and Wardle Roads on April 7, 2008. The County had complaints from the school bus driver. These roads were slated to be brushed last December but the weather did not cooperate. Need to install grate on storm sewer line that empties into drainage basin on corner of Jonathan and CTH P next to Kleist property. Children are crawling into pipe as far as thirty feet. Supervisor Cawley and Chairman Devine attended the Northeast Asphalt meeting on March 26, 2008 at the Black Forest. They also attended the City of Portage Highway 33/Cook St construction meeting on April 3, 2008.

**Cemetery Report.** Supervisor Cawley reported clean up will start as soon as the weather permits. This will include broken tree branches cut, leaves raked and flower pots returned to upright positions. He will be fertilizing to improve the quality and appearance of the grass. When sod is removed in one foot sections and replaced after a burial, the grass in the new part has no root system and crumbles. A new flag will be purchased to replace the shredded one.

**Recycling Center.** Supervisor Davis reported no odor complaints were received.

## MINUTES OF TOWN OF PACIFIC BOARD MEETING

**School.** Supervisor Kirk reported on maintenance of the boilers. Agnew will be attending to rehang the exterior lights. Chairman Devine asked him to have a door bumper placed at the entrance.

Motion by Cawley/Kirk to **adjourn to** after the Annual meeting this evening. All in favor by voice vote. (7:26pm)

Chairman Devine **reconvened** the Town Board meeting at 8:45pm.

**Correspondence.** Chairman Devine attended the preconstruction meeting and spoke of the emergency vehicle route planned when construction begins on Cook St in the City of Portage. He also met with the Portage Fire Dept. and Town Chairmen from Lewiston, Fort Winnebago and Caledonia. Discussion on percent of vote being 25 % while being responsible for nearly 42% of the expenses.

**Financial Report.** The Clerk and Treasurer's report did not match. Hold until next month. Chairman Devine reported he had opened a safety deposit box at Portage National Bank. It will take two people to get into the box. The persons listed on the card are Chairman Devine, Clerk Smith and Treasurer Messer. One key will be left at the Town Hall. The other key is in the Clerk's possession. Box number is 112. There is a sheet in the lock box for signing in who opened the box, date opened and for what reason. Mark Witt has an interest in handling the Town's Investment portfolio.

**Approve Payment of Current Bills.** Motion by Kirk/Davis to approve payment of bills with checks numbered 10211 through 10248. All in favor by voice vote.

**Pacific Ridge Roads.** Nothing new.

**Town of Dekorra Proposal to split cost of erecting signs.** Pacific Board will not be picking up any of the costs. Under Section V of Ordinance 2007-2 Lake Columbia Posting Requirements. We have no 'public access points within the jurisdiction of the Town' in which to post.

**Operator License Application Approvals.** Motion by Cawley/Davis to approve the applications made by Suzanne Turner, William Poellot and Sharyn Crook for Operator Licenses. Cawley – yes. Davis – yes. Kirk – abstain. Pinion – yes. Motion passed.

Special Town Board meeting called by the Town Board to be May 6, 2008 at 5:00pm.

**Adjournment.** Motion by Cawley/Kirk to adjourn. All in favor by voice vote. (9:51pm)

Ethel A. Smith, Clerk